



Creekmoor  
Community  
Association

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**“Making more of Creekmoor”**

TUESDAY 19<sup>TH</sup> JULY 2011

**CREEKMOOR YOUTH CENTRE**

**In attendance:**

Andy Pedrick – Chairman  
Neil Poulton  
Jo Conibere  
Sarah Way  
Paul Conibere  
Carol Stanley  
John Butler  
Diana Butler  
Yvonne Dearsley  
Vanessa Marchant  
Sam Wilcox – Poole CVS

**Apologies Received:**

Cllrs Rampton and Burden  
Phil Blake

The meeting opened at 8-00 pm. Andy welcomed everyone and thanked them for all they were doing in the Centre/CCA

Minutes from previous meeting - read and agreed an accurate record of the meeting

**Matters arising:**

**Maintainance** – a number of maintenance issues were raised including defective lighting in store room and kitchen. There have been some external leaks which the CCA assume have been repaired... But unsure of the detail as no report received through the Boroughs Property Services Team. Sam is meeting with the Property Team next week to discuss issues relating to Building work in Community Centres. Ian to look at the outside gate which appears to be in need of repair

**Finance** – Sarah gave a verbal update on progress so far

High Interest Account – approx 11K  
Treasurers Account – approx 3K.

Sarah will have updated figures for the next meeting. There have been further payments received through GKR, but appear to be incorrect. A new round of utilities bills are anticipated and it is expected that they will all show an increase. Committee to look at this in more detail

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**Rebound Wall** – Official get together/opening last week. A very successful community project. The CCA supported with 4.5 k contribution towards the wall. Neil attended and will forward photos to Paul for inclusion on the website

**Bookings** – Going really well, very few spaces now available. There are still issues with people NOT cleaning up properly after their sessions – need to look in detail at both Hire Agreements and what the Cleaning Schedule is

**Social Club** – Still asking for support but have failed to produce the requested application for funding proposal. Andy to go back to them to request again. This has been raised on several occasions

**Cleaning** - lots of issues raised re cleaning. It appears that the floors and toilets are not being cleaned regularly. This is again an issue that is raised at every meeting. The suggestion was that

- We look at Cleaning rota
- When is the cleaner in (we need to know)
- How many hours is the cleaner in the building
- It should be about fitting in with the requirements of the centre, not other work patterns
- What is the cleaning spec...? If it cannot be met by the current cleaner, then we may need to look elsewhere
- Andy to send out a note to all users reminding them of their responsibilities as far as cleaning up after every session
- Jo to look to write up a cleaning schedule and tie in with times that cleaning can be done around bookings
- There have been some major cleaning up issues after parties etc.... what are hirers responsibility

**Website** - looking good, lots of links/info now on the site. The new look site is now ready to launch

### AOB

- **Park and Ride** – a sub committee being suggested to look in more detail about what can be done with the now obsolete Park and Ride site. A questionnaire will be coming out shortly from the Borough seeking peoples views
- **Committee Situation** – Andy and Sam spoke at length about the requirements from the Committee and what positions were available. Suggest that if people are interested, they speak to either Sam or Andy for more detail
- **Poster** – being distributed (Thanks to Jo and Sam for putting together) ‘Your Community Centre Needs You’. The poster will also go in the Creekmoor Link. We will see what response we get back



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- **Wedding Bookings** – Some issues relating to the last booking in April – lots of damage now being disputed by the hirer. Jo will write back to the hirer with photographic evidence etc. Committee to look in more detail about what deposits are taken/what re-dress they have if damage is caused
- **NEIL** – unable to act as temp secretary any more due to commitment of work. Wished the CCA every success in the future
- **SAM** – meeting with Social Club next week to look at their role within the Centre (part of the Charity but a trading arm... profits should be going back into the CCA). Sam will also forward out details of roles and responsibilities and running of effective meetings

Date of next meeting – MONDAY 22<sup>ND</sup> AUGUST 2011 – 7-30 START – CREEKMOOR COMMUNITY CENTRE, SMALL ROOM BY HALL.

Meeting closed at 22:00